



DEPARTMENT OF THE TREASURY  
WASHINGTON, D.C. 20220

Procurement  
Instruction  
Memorandum  
No. 01-06  
August 8, 2001

**MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS**

**FROM:** Corey M. Rindner, Director *Corey M. Rindner*  
Office of Procurement

**SUBJECT:** DTAR Change 98-13, Changes to DTAR Part 1006 - Competition Requirements, DTAR 1017 - Special Contracting Methods and Appendix A

**Purpose:** This PIM modifies portions of DTAR Part 1006 - Competition Requirements and DTAR 1017 - Special Contracting Methods. The revised DTAR 1006 requires the use of TD F 70.06-6 or a Treasury approved JOFOC, updates language in accordance with the FAR Drafting Guide, supersedes PIM00-01, and deletes redundancy with FAR that was found in 1006.304. The revised DTAR 1017 provides for the designation, coordination and notification of Treasury-Wide Acquisition Contracts (TWACs) and updated language. The requirement to prepare a D&F for non-Economy Act Interagency Agreements is also deleted in the revised DTAR 1017.

Also included in this PIM is the Treasury-wide Acquisition Contracts (TWACs) listing for 8/7/01.

**Cancellation of Previous PIM:** This PIM hereby cancels all prior versions of PIM 00-01.

**Effective Date:** Immediately.

**Expiration Date:** This PIM remains in effect until canceled or superseded.

**Changes:** The following changes were made to DTAR coverage:

<b>Original DTAR Cite</b>	<b>Changes</b>
1006.202, 1006.302-7	Updates language.
1006.303-2	Strengthens wording for use of TD F 70.06-6 or Treasury

approved JOFOC.

<b>Original DTAR Cite</b>	<b>Changes</b>
1006.304	Deletes DTAR requirement in favor of FAR 6.304.
1006.502	Deletes date requirements.
1017.202, 1017.503	Updates language.
1017.7	Deletes the D&F requirement.
1017.70	Adds TWAC designation, coordination, and notification.
Appendix A	Reflects changes made in DTAR 1006 and updates coverage.

The remainder of Parts 1006 and 1017 and Appendix A remain unchanged.

**DTAR Replacement Pages:** Remove DTAR pages 6-1, 17-1 and Appendix - 1 and insert the attached DTAR pages 6-1, 17-1, and Appendix - 1.

Questions regarding this PIM may be addressed to Nancy Kerlin at 202-622-0946 or [nancy.kerlin@do.treas.gov](mailto:nancy.kerlin@do.treas.gov).

Attachment

## **PART 1006 – COMPETITION REQUIREMENTS**

### **Subpart 1006.2 – Full and Open Competition after Exclusion of Sources**

1006.202 Establishing or maintaining alternate sources.

### **Subpart 1006.3 – Other Than Full and Open Competition**

1006.302 Circumstances permitting other than full

and open competition.

1006.302-7 Public interest.

1006.303 Justifications.

1006.303-2 Content.

### **Subpart 1006.5 – Competition Advocates**

1006.501 Requirements.

1006.502 Duties and responsibilities.

### **Subpart 1006.2 -- Full and Open Competition After Exclusion of Sources**

**1006.202 Establishing or maintaining alternative sources.**

(b)(1) Submit D&F per 1001.7000(a) in the format per 1001.704.

### **Subpart 1006.3 -- Other Than Full and Open Competition**

**1006.302 Circumstances permitting other than full and open competition.**

**1006.302-7 Public interest.**

(c)(1)(ii) Requests must be prepared in writing by the CO, using the format found in 1001.704, and submitted through the BCPO to the SPE for review and transmittal to the Secretary for approval.

**1006.303 Justifications.**

**1006.303-2 Content.**

(a)(1) TDF 70-01.6, "Justification for Other Than Full and Open Competition (JOFOC)," or a Treasury-approved bureau form, must be used to document

justifications and approvals exceeding the simplified acquisition threshold.

### **Subpart 1006.5 -- Competition Advocates**

**1006.501 Requirements.**

Bureau heads will appoint bureau competition advocates. A copy of each appointment will be submitted to the Departmental Advocate for Competition.

**1006.502 Duties and responsibilities.**

Bureau competition advocates will submit annual reports as requested by the Departmental Advocate for Competition.

## **PART 1017 - SPECIAL CONTRACTING METHODS**

### **Subpart 1017.2 - Options**

1017.202 Use of options.

1017.204 Contracts.

### **Subpart 1017.4 - Leader Company Contracting**

1017.402 Limitations.

### **Subpart 1017.5 - Interagency Acquisitions Under the Economy Act**

1017.503 Determinations and findings  
requirements.

### **Subpart 1017-70 - Treasury-Wide Acquisition Contracts**

1017.7001 Designation of Treasury-Wide  
Acquisition Contracts (TWAC).

1017.7002 Post-Award Notification.

### **Subpart 1017.2 -- Options**

#### **1017.202 Use of options.**

(a) CO's must not use unpriced options.

#### **1017.204 Contracts.**

(e) Approval for periods beyond the five-year  
limitations may be made upon written determination  
by the BCPO.

### **Subpart 1017.4 -- Leader Company Contracting**

#### **1017.402 Limitations.**

(a)(4) Submit requests per 1001.7000(a).

### **Subpart 1017.5 -- Interagency Acquisitions Under the Economy Act**

1017.503 Determinations and findings  
requirements.

(c) The SPE must approve D&F's where the  
servicing agency is not subject to the FAR.

### **Subpart 1017.70 -- Treasury-Wide Acquisition Contracts**

#### **1017.7001 Designation of Treasury-Wide Acquisition Contracts (TWAC).**

(a) The SPE must approve the designation of a  
contractual action as a Treasury-Wide Acquisition  
Contract (TWAC) prior to its being solicited.  
Requests for TWAC designation must be submitted  
by the BCPO.

(b) Prior to requesting a TWAC designation,  
review sources of information, like the OP website,  
to determine if your needs can be met by other  
contractual documents like TWACs, Government-  
wide Acquisition Contracts (GWACs), and Multiple  
Award Contracts (MACs).

(c) TWAC contractual action will require the  
designated procurement office to coordinate the  
TWAC requirement(s) with the other Treasury  
bureaus/offices. Coordination includes, but is not  
limited to, consolidating requirements from all  
bureaus, establishing ordering and contract  
management procedures, and determining  
administrative costs/assessments for use of the  
TWAC.

#### **1017.7002 Post-Award Notification.**

The BCPO will notify the SPE via e-mail once the  
TWAC is awarded so that information about the  
TWAC can be posted on the website. This  
notification will list the name of the procurement  
office, program/project, contract type, fee  
arrangements, competition status, lead time  
requirements, and any other pertinent comments  
regarding the TWAC.

**Appendix A**

**Reporting Requirements**

<b>REPORT NAME</b>	<b>DUE</b>	<b>COMMENTS</b>
SF 279 - Individual Contract Action Report (ICAR)	January 15 <sup>th</sup> April 15 <sup>th</sup> July 15 <sup>th</sup> October 31 <sup>st</sup>	Input on-line or via batch input to TADS.  See most current FPDS Reporting Manual and TADS User Manual.
SF 281 - FPDS Summary Contract Action Report (\$25,000 or Less)	January 15 <sup>th</sup> April 15 <sup>th</sup> July 15 <sup>th</sup> October 31 <sup>st</sup>	Input on-line to TADS.  See most current FPDS Reporting Manual and TADS User Manual.
SF 295 - FPDS Summary Subcontract Report	March 15 <sup>th</sup> (Include only reports for previous fiscal year.)	Input on-line to TADS.  See most current FPDS Reporting Manual and TADS User Manual.
Contractor Performance System (CPS)	December 31 <sup>st</sup> (annual/interim reports)  30 days after contract completion	Input on-line to CPS.
CICA	Annually	OP will request when required.
Davis Bacon	April 15 <sup>th</sup> (for 10/1 - 3/31) October 15 <sup>th</sup> (for 4/1 - 12/31)	OP will request when required.
RCRA	December/January	OP will request when required.
Value Engineering	November 15th	DTAR 1048.70

The Treasury-wide Acquisition Contracts (TWACs) listing may be found on  
the Treasury Office of Procurement web site at  
<http://intranet.treas.gov/procurement/research/index.htm>